



Regular Board Meeting
10/09/2025 @ 5:30 pm
Shelby Township Hall
204 N. Michigan Ave
Shelby, MI, 49455

1. Meeting called to order by Township Supervisor, Richard Raffaelli at 5:32 pm
2. Pledge of Allegiance recited
3. Roll call; Cathy Anderson – present, Becky Griffin – present, Scott Meyers – present, Scott Beishuizen – present, Richard Raffaelli – present. 2 Members of the Public present.
4. Public Comment: None
5. Agenda: Scott Meyers made a motion to approve the agenda, support for the motion offered by Scott Beishuizen, voice vote, 5 ayes, 0 nays, discussion followed, motion carried.
6. Approve Minutes: Scott Beishuizen made a motion to approve minutes from 09/02/2025 Board Meeting and Minutes from 09/10/2025 Special Board Meeting, support offered by Scott Meyers, voice vote; 5 ayes, 0 nays, discussion followed, motion carried.
7. Fire Board Report: The Fire Dept responded to 55 calls in the month of August, 35 of these calls were of a medical nature. 7 sets of turnout gear scheduled to arrive by end of November 2025. The thermal imaging camera on Truck 243 is broken and needing to be repaired in the amount of \$3,000 or to be replaced in the amount of \$5,500. The valve of truck 261 is leaking and needs to be repaired in the amount of \$21,000. 5 lengths of one and three quarters inch hose need to be replaced; the cost is about \$23,000. Chief is looking into ordering a training mannequin for fire and rescue training, the cost of this is about \$1,600.
8. Planning Commission:
Zoning Administrator: Four zoning permits have been issued since September 2, 2025, with a total of \$400 collected. Letters regarding blight/junk were sent September 16, 2025, a total of six letters went out, five of these were follow up letters from the previous Zoning Administrator. The Township has received feedback from 4 of the property owners, who have either responded to the Township or who have begun/resumed cleanup.
9. Old Business:
 - a) Update: \$1 million slated for enclosed facility, \$400k slated for the MDOT Tunnel on M-20, \$1 million slated for the Pool Project and \$1 million in supplemental money has been requested for the road budget.



10. New Business:

- a) Approval of the 2026 Budget for Shelby – Benona Fire District, Resolution # 251009-1. Motion made by Scott Meyers to approve the annual 2026 fiscal year budget for the Shelby – Benona Fire District in the amount of \$618,580.00 fiscal year beginning January 01, 2026, and ending December 31, 2026. Support for the motion offered by Scott Beishuizen, discussion followed, roll call vote; Scott Meyers – yes, Scott Beishuizen – yes, Cathy Anderson – yes, Becky Griffin – yes, Richard Raffaelli – yes, motion carried.
- b) 425 Agreement between Grant Township and Shelby Township; Scott Meyers made a motion to move forward with a 425 agreement and special assessment for Lewis Farms' property on the south side of M-20/Stony Lake Rd., approximately 10 acres that is currently used as overflow parking, Scott Beishuizen offered support for the motion. Roll call vote; Scott Meyers – yes, Scott Beishuizen – yes, Becky Griffin – yes, Cathy Anderson – yes, Richard Raffaelli – yes, discussion followed, motion carried.
- c) MOU with OAM for TACC: Cathy Anderson made a motion to approve the MOU between Shelby Township and Orthopedic Associates of Muskegon, support for the motion offered by Becky Griffin. Roll call vote; Cathy Anderson – yes, Becky Griffin – yes, Scott Meyers – yes, Scott Beishuizen – yes, Richard Raffaelli – yes, discussion followed, motion carried.
- d) Zoning Fee Review: Currently agriculture does not pay the \$100 zoning permit application fee. Motion made by Cathy Anderson to charge the same \$100 zoning permit fee to agricultural practices as is charged to all other zoning permit applicants, support offered by Becky Griffin. Roll call vote; Cathy Anderson – yes, Becky Griffin – yes, Scott Meyers – yes, Scott Beishuizen – yes, Richard Raffaelli – yes, discussion followed, motion carried.
- e) Trunk or Treat downtown Shelby, Friday, October 31st starts at 5:30 pm.
- f) Shelby & New Era Chamber of Commerce Christmas Event. Becky Griffin made a motion to approve the Township's participation in both the Christmas Event and the Trunk or Treat event, and to approve a budget of \$300 for both events, motion supported by Scott Beishuizen, roll call vote.
Becky Griffin – yes, Scott Beishuizen – yes, Scott Meyers – yes, Cathy Anderson – yes, Richard Raffaelli – yes, motion carried.

11. Board Member Comments: The Clerk's Retreat was very informative for both the Clerk and Deputy Clerk. Shelby Township was commended on the job they are doing, keep up the good work.



12. Treasurer Report: provided by Becky Griffin, reviewed by Township Board.
13. Clerk Report: Scott Meyers made a motion to approve paying the bills in the amount of \$419,970.96 support offered by Scott Beishuizen, roll call vote; Scott Meyers – yes, Scott Beishuizen – yes, Cathy Anderson – yes, Becky Griffin – yes, Richard Raffaelli – yes. Discussion followed, motion carried.
14. Additional Public Comments: None
15. Meeting adjourned at 6:36 pm by Township Supervisor, Richard Raffaelli.

Respectfully submitted by,

Cathy Anderson,
Township Clerk